

**ARIZONA DEPARTMENT OF HEALTH SERVICES
DIVISION OF BEHAVIORAL HEALTH SERVICES
DIVISION DOCUMENT REVISION NOTICE**

The Arizona Department of Health Services/Division of Behavioral Health Services has revised the below referenced document(s), indicated by **BOLD** print and the symbol **[X]**. The attached matrix includes a detailed description of the changes impacting the selected document(s). The revised document(s) will be posted to the ADHS/DBHS website on or around the effective date. Please direct any questions regarding this Division document revision notice to Stewart McKenzie at (602) 364-4655 or via electronic mail at mckenzs@azdhs.gov.

DIVISION DOCUMENT	ADHS/DBHS PROVIDER MANUAL	ADHS/DBHS POLICY AND PROCEDURES MANUAL	ADHS/DBHS PROGRAM SUPPORT PROCEDURES MANUAL	ADHS/DBHS COVERED BEHAVIORAL HEALTH SERVICES GUIDE
REVISION [X]	[X]	[X]		
DIVISION DOCUMENT	CLIENT INFORMATION SYSTEM (CIS) FILE LAYOUT AND SPECIFICATIONS MANUAL	OFFICE OF GRIEVANCE AND APPEALS DATABASE MANUAL	ADHS ACCOUNTING AND AUDITING PROCEDURES MANUAL	FINANCIAL REPORTING GUIDE FOR REGIONAL BEHAVIORAL HEALTH AUTHORITIES
REVISION [X]				
DIVISION DOCUMENT	ADHS/DBHS QUALITY MANAGEMENT/UTILIZATION MANAGEMENT PLAN	ADHS/DBHS PREVENTION FRAMEWORK FOR BEHAVIORAL HEALTH	AHCCCS MEDICAL POLICY MANUAL-CHAPTERS 900 AND 1000	ADHS/DBHS STRATEGIC PLAN
REVISION [X]				
DIVISION DOCUMENT	ADHS/DBHS CULTURAL COMPETENCE PLAN	ADHS/DBHS CLINICAL GUIDANCE DOCUMENTS	TITLE XIX CHILDREN'S BEHAVIORAL HEALTH ANNUAL ACTION PLAN	
REVISION [X]				

ADHS/DBHS POLICY AND PROCEDURES MANUAL SECTION CO 1.4, CONFIDENTIALITY			
Policy #	TITLE	DESCRIPTION OF CHANGE	Last Revision Effective Date
CO 1.4.C	Policy	<ul style="list-style-type: none"> Added language that states “Information and records obtained in the course of providing <u>or paying for</u> behavioral health services to a person are confidential ... 	August 12, 2005
CO 1.4.D	References	<ul style="list-style-type: none"> Removed the reference to the Behavioral Health Preemption Guide. This guide is outdated. 	August 12, 2005
CO 1.4.F	Procedures	<ul style="list-style-type: none"> Changed the example in subsection F.1.a from “the HIPAA Rule may preempt a state law or a state law may preempt the HIPAA Rule” to “<u>HIPAA, when read together with state law may impose additional requirements for disclosure.</u>” In subsection F.1.a, removed the reference to the Behavioral Health Preemption Guide, as this document is outdated. In subsection F.2.a, added a reference to payment records. In subsection F.2.b, added a reference to payment records. In subsection F.3.a, a reference was added in item (3) to CFR Part 160, language was added in item (14) to clarify that information may be released for research purposes <u>only if the activity is conducted pursuant to applicable federal or state laws and regulations governing research</u>, a reference was added in item (29) to the payor’s contractor, and new items (31) through (36) were added. In subsection F.3.b, added a reference to the individual’s health care decision maker and a reference to A.R.S. § 12-2293. In subsection F.3.b,(16), added items (m) and (n) and removed a reference to the Behavioral Health Preemption Guide at the end of the section as this Guide is outdated. 	August 12, 2005

ADHS/DBHS PROVIDER MANUAL SECTION 4.1, DISCLOSURE OF BEHAVIORAL HEALTH INFORMATION

Policy #	TITLE	DESCRIPTION OF CHANGE	Last Revision Effective Date
4.1.7-A	Overview of confidentiality information	<ul style="list-style-type: none"> ▪ Clarification language added. “T/RBHAs and subcontracted behavioral health providers must keep medical <u>records</u>, <u>payment records</u> and behavioral health records...” ▪ Changed the example from “the HIPAA Rule may preempt a state law or a state law may preempt the HIPAA Rule” to “<u>HIPAA, when read together with state law may impose additional requirements for disclosure.</u>” 	August 12, 2005
4.1.7-B	General procedures for all disclosures	Reference to payment records was added to this section.	August 12, 2005
4.1.7-C	Disclosure of information not related to alcohol and drug treatment	<ul style="list-style-type: none"> ▪ A reference to CFR Part 160 was added to the third bullet, language was added to the fifth bullet to reference state or federal law, language was added to clarify that information may be released for research purposes <u>only if the activity is conducted pursuant to applicable federal or state laws and regulations governing research</u>, a reference was added to the payor’s contractor, and 6 new bulleted items were added at the end of the list. ▪ In the subsection headings, a reference to the individual’s health care decision maker was added and a reference to A.R.S. § 12-2293 was added. ▪ Added language to the subsection heading entitled “Disclosure to other persons including family members <u>who are actively participating in the patient’s care, treatment or supervision.</u>” added a reference to the person’s health care decision maker, and a reference to an emergency circumstance. ▪ Added two bullet items at the end of the subsection entitled “Disclosure of communicable disease information”. 	August 12, 2005